



Ohio Administrative Code

Rule 3701-83-11 General medical records requirements.

Effective: July 1, 2016

- (A) Each HCF shall maintain a medical record for each patient that documents, in a timely manner and in accordance with acceptable standards of practice, the patient's needs, assessments, and services rendered. Each medical record shall be legible and readily accessible to staff for use in the ordinary course of treatment.
- (B) Each HCF shall not disclose individual medical records except as provided by state and federal laws and regulations.
- (C) Each HCF shall systematically review the records for conformance with acceptable standards of practice and the requirements of Chapter 3701-83 of the Administrative Code.
- (D) Each HCF shall maintain an adequate medical record keeping system and take appropriate measures to protect medical records against theft, loss, destruction, and unauthorized use.
- (E) Each HCF shall have policies and procedures to ensure the confidentiality of patient medical records.
- (F) Each HCF shall maintain medical records as necessary to verify the information and reports required by statute or regulation for at least six years from the date of discharge.
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